



**STATE OF LOUISIANA  
BOARD OF EXAMINERS OF  
NURSING FACILITY ADMINISTRATORS**

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QUARTERLY BOARD MEETING MINUTES  
MAY 22, 2019

The Louisiana Board of Examiners of Nursing Facility Administrators (“LABENFA”) met May 22, 2019, at the LABENFA office, 5647 Superior Drive, Baton Rouge, LA 70816 for their quarterly meeting.

**Board Members Present:**

Earl Thibodaux – Chairman	Andrew Periloux, LDH	Kemp Wright
Patricia LaBrosse	Teddy R. Price	
Bill Ledbetter	Malcolm Tietje, LDH	

**Also present:**

Mark Hebert, Executive Director	MaryAlice Durham, Asst. Executive Director
Cheryl Young, Executive Assistant	Thomas Devillier, General Counsel
LaShonda Watts, LDH	Dr. Haywood Joiner, Elder Care at LSUA

**Absent:**

Delbert Wilbanks – Vice Chair	Ronnie Goux	Dr. Susan Nelson
Scott Crabtree	Dr. Sharon Hutchinson	Jack Sanders

**Call to Order**

The meeting was called to order at 1:05PM by Earl Thibodaux, Chairman. Mr. Thibodaux introduced our two new LDH Board members; Andrew Periloux and Malcolm Tietje. Although Ms. Watts has been replaced as a Board member, the Board thanked her for joining us during this transition of our two new LDH representatives.

A motion was made by Mr. Wright to amend the agenda to allow a guest, Dr. Haywood Joiner, Jr., Ed.D., MT (ASCP), Chair of the Department of Allied Health at LSUA, to address the Board. Motion was seconded by Ms. LaBrosse and unanimously approved.

**New Business:**

Dr. Joiner addressed the Board, updating the members on the Elder Care Program at LSUA. In the fall of 2019, there was a name change from Elder Care Administration to Long Term Care Administration. The graduates now receive a BA of Science in Long Term Care (LTCA). He provided everyone with a LSUA packet, which included their Elder Care Program Description, the Curriculum for the BA of Science Elder Care, the Curriculum for the BA of Long Term Care, the May 22, 2019 Administration Report, and the status of students and graduates from January 1, 2014 through May 20, 2019. He said that any suggestions from our Board would be appreciated. Dr. Joiner continued by stating that the LSUA program is looking for more sites (Nursing Facilities) to train the students.

Dr. Joiner continued by informing the Board that the program is conducted online except for the internship. He wants the program to expand nationwide and become accredited. Mr. Wright suggested he contact NAB instead of seeking accreditation through the individual states, that the NAB is more universal. Mr. Hebert said he would introduce Dr. Joiner to Jason Silberberg, NAB Executive Director. After a brief discussion, Dr. Joiner thanked the Board, and he left the meeting at 1:35.

### **Review/Approval of the Minutes**

The Board was instructed to review the February 13, 2019 minutes (Tab 2). After a brief review, Mr. Wright made a motion to approve the minutes, seconded by Ms. LaBrosse, and unanimously approved.

### **Executive Directors Report**

Mr. Hebert presented the Executive Director's report (Tab 3). Mr. Deviller addressed the Board concerning the Civil Law Training Conference presented by the Attorney General's office that he and Mr. Hebert attended. Mr. Deviller summarized a list of issues our Board members and staff need to address.

Mr. Hebert continued his report by informing the Board of the June 2019 seminar to be held in Pineville. LABENFA offering a seminar in June has proven to be helpful not only financially, but it also gives the administrators a last-minute approved option to attend and complete their required in-person CEU's, if needed.

Mr. Hebert ended his Executive Director's Report by reminding the Board members of their annual training requirements. Ms. LaBrosse made a motion to accept the Executive Director's report, seconded by Mr. Ledbetter, and unanimously approved.

### **Education Committee Report**

Mr. Hebert presented the Education Report (tab 4). Mr. Hebert updated the Board on the last quarters NAB test scores. After a brief review, Ms. LaBrosse made a motion to accept the education reports as presented, seconded by Mr. Ledbetter, and unanimously approved.

### **Finance Committee Report**

Mr. Wright presented the Finance report (Tabs 5 & 6) for the months of February, March, and April 2019. He informed the Board these reports indicate LABENFA's finances are "in good shape." He informed the Board that he and Mr. Hebert will be getting together to make some minor changes, mainly with account categories. After a short review, Ms. LaBrosse made a motion to accept the Financial Committee reports; seconded by Mr. Ledbetter, and unanimously approved.

### **Review of Applicants**

Applications were made available for review (Tab 11). Applicant files were distributed for review. After a brief discussion, a motion to ratify the following individuals, individually, to sit for the examinations was made by Mr. Wright; seconded by Ms. LaBrosse, motion carried unanimously.

T 3563 **Kelsey Knox**..... Training at Colonial Manor (Rayville) with Chris Crump and Rhonda McGee

T 3564 **Maya Smith**..... Training at LaSalle Nursing (Jena) with Phyllis Bryan

T 3565 **Phillip Pepiton, III** Training at Avoyelles Manor (Dupont) with Phillip Pepiton, Jr.

T 3566 **Melissa Louviere**..... Training at New Iberia South with Kevin Doerr

T 3567 **Josh Billeaud**..... Planning to train at Courtyard Manor (Lafayette) with Dawn Miller

T 3568 **Courtney Broussard**. Training at St. Margaret's (New Orleans) with Marianna Dion

T 3569 **Anthony Jones**..... Training at Heritage Manor of Slidell with Clay Pere'

**Waiver Exam Report:**

3515 **Joanna Bradford**.....A full waiver was requested by Joanna Bradford. Upon waiting for Board approval, she re-trained in the area of Administration. She was licensed in Louisiana 7/2/2014 but let her license expire 12/31/2016. She also held a license in Arkansas but allowed it to lapse. She passed the state test and the NAB tests (CORE 129 and NHA 119). Earl Thibodaux conducted the full waiver exam and made his recommendation to the Board. After a brief discussion, Mr. Ledbetter made a motion to grant the full Waiver, it was seconded by Mr. Price, and unanimously approved.

**Reciprocity TO Louisiana:**

Applications for reciprocity to Louisiana files were distributed and available for review (Tab 11). After a brief review of the applicants' files, motion was made by Mr. Ledbetter, seconded by Mr. Wright, and unanimously approved to accept Robert Monger's application by reciprocity, pending report from Navient. Motion was made by Mr. Wright, seconded by Mr. Ledbetter, and unanimously approved to accept Melissa Prevey's application by reciprocity, pending all other requirements are completed in the time allowed.

3562 **Robert Lloyd Monger** (from TN) currently the Administrator at Willow Ridge in Arcadia, LA. Waiting on loan status results and Board approval.

3570 **Melissa Prevey** (from RI) Currently working as an administrator in Rhode Island. Waiting on CBC, loan status, State test, Board approval, and associated fees

**Reciprocity FROM Louisiana:** Reciprocity from LA requests noted; no motion necessary.

3478 **John Stott** (to TN)..... Licensed in LA 08/17/2018 – 06/30/2019

3219 **Lisa Fairchild** (to AR)..... Licensed in LA 05/20/2011 – 06/30/2019

3514 **Joseph Graham** (to CO)..... Licensed in LA 01/31/2019 – 06/30/2019

3427 **Tamika Lipscomb** (to GA)..... Licensed in LA 06/01/2017 – 06/30/2019

3057 **William Watson** (to PA)..... Licensed in LA 03/26/2008 – 06/30/2019

3305 **Pam Kennedy** (to TX)..... Licensed in LA 01/31/2014 – 06/30/2019

**Unfinished Business: none**

**Approval of Next Meeting**

The next scheduled Board meeting was proposed to be Wednesday, August 21, 2019 at the Board office, 5647 Superior Drive, Baton Rouge, LA 70816.

**Adjourn/Pay for Meeting Expenses**

There being no further business, motion was made by Mr. Ledbetter; seconded by Mr. Wright, and unanimously approved to pay for the meeting expenses and adjourn. It was unanimously approved at 2:25PM.